

ROCORI SCHOOL DISTRICT 750
Regular School Board Meeting
Monday, December 17, 2018 @ 6:30 PM
Location: ROCORI BOARD ROOM (DISTRICT OFFICE SITE)

AGENDA

1. CALL TO ORDER

Demuth, Habben, Hesse, Humbert, Schurman, and Wesenberg.

Student Representatives: Anna Maria Tomovic, Grace Sauer, Emily Haus, Alexa Hennen.

Presenter: Habben, Board Chair

Time: 6:30 PM

2. PLEDGE OF ALLEGIANCE

The School Board Chair will lead the board and attendees in the Pledge of Allegiance.

Presenter: Habben, Board Chair

Time: 6:32 PM

3. APPROVAL OF AGENDA

Board action to approve the agenda for the meeting is expected.

Presenter: Habben, Board Chair

Time: 6:34 PM

4. RECOGNITION OF OUTGOING BOARD MEMBER

The chair will recognize Lisa Demuth for her years of service as a board member for the ROCORI district.

Time: 6:36 PM

5. TRUTH IN TAXATION PRESENTATION

Director of Business Services Bertram has developed the annual Truth in Taxation presentation regarding district financial operations. The opportunity to share this information with the general public is part of the purpose of the public hearing.

No formal action is required.

Presenter: Director of Business Services Bertram

Time: 6:40 PM

6. COMMENTS AND REQUESTS FROM VISITORS

The agenda is open to visitors of the meeting to offer comments to and/or requests of the school board. The comments and requests should follow the adopted district guidelines which are printed and available at the meeting. As a general rule, items introduced in the opportunity for comments and requests do not receive action from the School Board, but are taken under advisement or consideration for future action.

Time: 7:10 PM

7. CONSENT ITEMS

Action is requested on the following items of the consent agenda. Consent agenda items are typically adopted without discussion of the individual items because they are routine or ordinary in action. Any consent agenda item may be removed for further discussion and deliberation by any member of the board.

Presenter: Habben, Board Chair

Time: 7:15 PM

A. APPROVAL OF MINUTES

The minutes from the Regular meeting of November 26, 2018 are included in the exhibits.

Recommend approval of the minutes from the meetings.

B. TREASURER REPORT

Board Treasurer Jason Wesenberg will have reviewed financial information for the board. This information is included in the Treasurer's Report.

Approval of Treasurer's Report is recommended.

C. APPROVAL OF BILLS

Treasurer Wesenberg will have been at the school site to review bills, ask questions, and confirm information prior to the meeting. Approve the payment of December bills, transfers, and PCard in the amount of \$1,484,718.94.

Recommendation is to approve bill payment subject to any adjustments or direction offered by the Treasurer.

D. SENIORITY LISTS

The master agreements with some of the ROCORI employee groups require posting of seniority lists before the first of the year. The seniority lists have been distributed and had preliminary postings to allow time for staff to request any corrections. At this point, it is appropriate for the School Board to approve the seniority lists in formal manner in order to allow them to be used for personnel decisions and direction.

Recommend approval of the seniority lists among the employee groups in the district.

E. EMPLOYMENT

Mr Baumgarten is recommending Jordan Delozier as a Long Term Paraprofessional Substitute at Cold Spring Elementary for approximately 12 weeks.

Buildings and Grounds Director Neisinger is recommending Brian Terhaar as the Head Custodian at the Secondary Schools for the 2018-2019 school year. This is to replace Bruce Weber who is retiring at the end of December..

Recommendation: Approve the offer of employment as outlined.

F. RESIGNATION

Scott Cheeley, Head Custodian at John Clark Elementary, has submitted a letter of resignation effective December 10, 2018.

Recommendation: Accept the letter of resignation from Scott Cheeley.

G. QUOTE FOR AUDITING SERVICES

Nancy Schulzetenberg from BerganKDV has provided a quote for auditing services for Fiscal Year 2019, 2020, and 2021. The fee for the first year remains the same and there is a 2% increase for each of the next two years.

8. ACTION ITEMS

Action items receive individual attention because of the nature of the issues, the need to discuss or review the information prior to taking action, or the specific kind of action required for the item.

Time: 7:20 PM

A. APPROVAL OF PAYMENT TO COLD SPRING BAKERY

Payment to Cold Spring Bakery Check #100189 in the amount of \$139.01.

Recommend approval of the payment to Cold Spring Bakery.

Time: 2 minutes

B. RESOLUTION DIRECTING ADMINISTRATION

As the district begins the budget process for Fiscal Year 2020, one of the first steps is to adopt a resolution directing the superintendent to make recommendations regarding reductions and/or changes to district programs. The resolution is typically adopted with the idea that it begins the budget development process and because it may be necessary to make reductions or changes in programs as the process moves forward.

Recommend adoption of the resolution.

Time: 5 minutes

C. CERTIFICATION OF SCHOOL TAX LEVY

In September, the preliminary tax levy certification was approved with the action to set the maximum levy. As noted in the tax statements distributed by Stearns County, the district revenues include voter-approved levy authority and levy authority established by the School Board. Ultimately, the decision to implement any or all of the local tax efforts is determined in action to certify the school tax levy.

Information related to the final tax levy for the ROCORI School District is included in the exhibits. It is recommended the full levy authority of the School District be assessed.

Time: 5 minutes

D. APPROVE 2018-2019 REVISED BUDGET

The revised budget was reviewed at the November 26, 2018 meeting. It is being brought back for formal approval.

Recommendation: Approve the 2018-2019 revised budget as presented.

E. DONATION

Be It Resolved, by the School Board of ISD 750, ROCORI, as follows, that the following donation be accepted with gratitude: Thank you to all the organizations and individuals for their donations. The school district appreciates your generosity and continued support. Item donated: \$Water Walk Flotation Device; Donor: Chris and Melissa Boucher; Designation: DAPE Program.

F. RESOLUTION FOR COMBINED POLLING PLACES

Pursuant to Minnesota statute 205A.11, districts are required to pass a resolution to combine polling places by December 31 of each year.

G. OVERLOAD FOR STAFF MEMBER

Principal Jenson has submitted a proposal to add to the contract time for Amanda Ruegemer, Special Education teacher at the Secondary Schools. This will cause an overload for Ms Ruegemer for the second trimester of this school year. The overload is due to an illness of another staff member.

9. DISCUSSION ITEMS

Discussion items receive individual attention because of the nature of the issues and the need for introductory or other discussion in order to review the information prior to taking action. This is also the agenda location for items which simply need school board review, but no formal action on the item is required. Discussion items will typically return to the agenda at a future point for more specific action.

Time: 7:40 PM

A. FY20 BUDGET DEVELOPMENT

The budget assumptions worksheet is being introduced. To continue the preliminary budget conversations, this document as well as enrollment projections will return to the board for review and determination.

Time: 10 minutes

B. ORGANIZATIONAL MEETING

Discussion regarding if the School Board would like to combine the two Organizational meetings under the one meeting in January or if they wish to continue doing one in January and one in July. The attached documents show the organizational items done at each meeting and also include what a proposed meeting calendar would look like.

No formal action is required at this time.

C. ROCORI PROUD

The ROCORI Proud committee met on December 3, 2018 to work on setting guidelines and parameters for awarding the recognition. The committee is seeking consensus from the full board on the guidelines and parameters they have agreed upon.

D. POLICY

The following policies are being brought for a first reading:

4-15 Transportation of Public School Students

4-17 Transportation of Nonpublic School Students

7-6 Reimbursable Meals

8-5 School District Curriculum and Instruction Goals

8-6 School District System Accountability

10. ADMINISTRATIVE AND BOARD REPORTS

Time: 8:10 PM

A. ADMINISTRATIVE REPORTS

Administrative reports are requested of each administrator for update purposes.

B. BUDGET COMPARISON REPORT

The business office provides an update of district expenditures and revenues through the Budget Comparison Report. The report is intended to provide a financial picture of the district in a couple ways. One is to compare current year expenditures to the previous year. The second is to simply give a report on the current financial status. In addition to the report, special items of note are highlighted in the explanations offered. This report does not require formal action but is provided as an informational item.

C. SUPERINTENDENT REPORT

Superintendent Kelvington is expected to have a report for the board regarding district activities and information.

1. ENROLLMENT

A report on the enrollment numbers as of December 1st are included in the exhibits.

2. MSBA LEGISLATIVE PRIORITIES

D. BOARD COMMITTEE AND REPRESENTATIVE REPORTS

Board members will report on activities within their portfolio of committee and representative assignments.

11. UPCOMING EVENTS AND ACTIVITIES

A calendar of upcoming issues of concern to the school board is included as part of the agenda.

Time: 8:35 PM

12. CLOSED SESSION

The meeting will close at this time for the purpose of Superintendent Evaluation.

Time: 8:40 PM

A. SUPERINTENDENT EVALUATION

13. ADJOURN

Time: 9:10 PM

Mission: *Making a difference today to create a better tomorrow*
Caring Learning Giving